

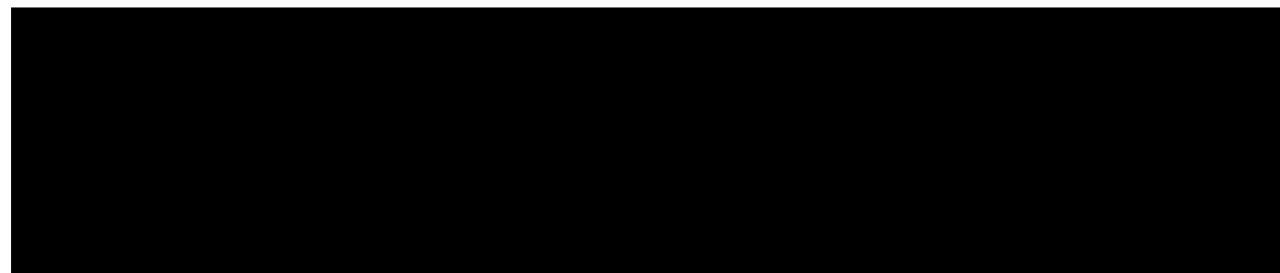
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OPERATIONS DIRECTORATE SUPPORT OFFICERS' MEETING

1 August 1973

Conference Room

1. Present were:



2. Items of interest from the DDO Staff Meeting - 31 July

a. [REDACTED] stated that he had been reviewing some of the vouchers for entertainment of foreign visitors. He feels that, while such entertainment is proper, those who are organizing it are bringing in too many staffers. He feels that it isn't necessary to include everyone with a remote relationship with the visitor, and that only key personnel should be present.

b. The Strategic Actions Branch of the Services Staff has been renamed the Strategic Studies Branch.

c. Headquarters components will be expected to set a good example for the field in the application of the new rules concerning the use of pseudonyms and cryptonyms in electrical transmissions. For the immediate future, stations who continue to use pseudos will not have the violations brought to their attention. Instead, it is hoped that the example set by Headquarters will effect the necessary changes. We will continue to follow the rule of thumb that titles (such as Mr. or Miss) will precede true names and that no title will precede a pseudonym.

d. It is possible that Mr. Colby's nomination may be acted on by the Senate on Thursday or Friday. It is generally assumed there will be some floor discussion but that he will be confirmed, hopefully this week.

e. [REDACTED] discussed future budget cuts and personnel reductions. He pointed out that we are faced with a number of very tough decisions, and that further reductions are inevitable. The Evaluations Group will be staffed with top-notch officers and components will be expected to nominate the best people they have for these jobs.

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3. Other items of interest

a. Support Officers Meeting, 8 August. Next Wednesday we have arranged to show the OTR Defensive Driving Film which runs about 30 minutes, in Room 1E78. At 1545 Mr. Harold Brownman, the DD/M&S, will talk to the group about the recent Support Officers Conference in Europe. It is suggested that Support Officers arrange their afternoon to permit a longer than usual meeting on 8 August.

Since no one knows when our conference room will be finished (probably 4-5 weeks) I've arranged to use the DDO room (3C24) from 3 to 4 on each Wednesday in August (with the exception of 8 August).

b. WAEPA/UBLIC Payroll Deductions. Payroll deductions for WAEPA and UBLIC premiums will begin the pay period ending 17 August 1973 (checks received 31 August). The premium deducted will be for the month of October, and will reflect the new UBLIC rates. An appropriate Headquarters Notice is expected to be distributed to employees this week.

Employees who have coupon books should pay through September. Any who have prepaid beyond September will be automatically refunded in a manner as yet undetermined (perhaps cash, perhaps payroll adjustment).

Employees need not contact Insurance Branch unless they wish to change their UBLIC coverage, per the HN to be issued.

c. M&S Officers Social Gathering. We are tentatively planning a cocktail party for August 29 in the Executive Dining Room from 5:30 to 7:30 p.m. Experience over the past several weeks has shown that this is an excellent way for M&S officers who haven't met Mr. Brownman to get to know him. We will send invitations to all "MG" officers and to all "M" officers who were formerly "S". The cost will be \$4.00 per person. Wives will not be invited, so that those present will be free to discuss whatever they wish. Please pass the word, and if you are interested, make your reservation with [REDACTED]

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